

AGENDA BILL

Beaverton City Council
Beaverton, Oregon





SUBJECT: Contract Award for Audio/Video Recording and Live Streaming Media Solution with Electronic Legislative Management and Archiving Capacity

FOR AGENDA OF: 06-03-14 **BILL NO:** 14110

Mayor's Approval: 

DEPARTMENT OF ORIGIN: Mayor's

DATE SUBMITTED: 05/27/14

CLEARANCES: City Attorney 
CAO 
Purchasing 
Finance 

PROCEEDING: Consent Agenda
(Contract Review Board)

EXHIBITS: 1. List of Proposers

BUDGET IMPACT

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED \$30,840 FY 2014-15*	BUDGETED \$32,000*	REQUIRED \$-0-
\$5,725 FY 2014-15**	0**	\$5,725

*Account Number 001-10-0531-329 Mayor's Department City Recorder & Elections Admin program Public Meeting Broadcast Expense and **001-10-0531-318 Mayor's Department City Recorder & Elections Admin program Computer Hardware account. The public meeting broadcast expense funding and the associated appropriation is included in the Proposed FY14-15 Budget that will have been reviewed by the Budget Committee as part of the City's total FY 2014-15 Proposed Budget and will be forwarded to the City Council for adoption on June 17, 2014. The new equipment acquisition and installation is a new appropriation to facilitate the upgrading of the encoder to HD to match the new production studio equipment and the new appropriation will be included as an amendment to the Proposed FY 2014-15 Budget.

RECOMMENDED ACTION:

Council, acting as Contract Review Board, approves the selection of Granicus, Incorporated, of San Francisco, California, to stream, distribute and manage the City's live and archived media content to the internet through the City's existing website and authorizes the Mayor to enter into a services agreement and software license and support agreement with Granicus in a form acceptable to the City Attorney, for one year with the option to extend four additional one-year periods through FY 2017-18 based on Council's adoption of the Proposed FY 2014-15 Budget as amended and future budgets. The annual cost for the managed services will be \$30,840 and \$154,200 over the full life of the contract, if extended for four additional terms.

HISTORICAL PERSPECTIVE:

The City of Beaverton has provided live and on demand public access via webcasting to City Council meetings since October 1, 2007, to Planning Commission meetings since March 12, 2008, and to the Beaverton Urban Redevelopment Agency since its inception on April 5, 2010. The addition of webcasting provided access to those citizens who were not cable subscribers. Webcasting allows the City to stream and distribute live audio/video to the internet and to archive audio/video to the internet for later, on-demand playback for all citizens. Adding webcasting to the video production system is providing our citizens remarkable transparency to their government in action.

INFORMATION FOR CONSIDERATION:

Agenda Bill No: 14110

The City issued a Request for Proposal (RFP) for Audio/Video Recording and Live Streaming Media Solution with Electronic Legislative Management and Archiving Capacity #2872-14B which advertised on April 14, 2014, in the Daily Journal of Commerce and which closed at 2:00 PM on May 7, 2014. Thirty-eight vendors viewed and/or downloaded the RFP. Two proposals were received and evaluated (see Exhibit 1).

Staff evaluated the two proposals and scored them based on criteria that included knowledge, experience and qualifications of project team members and firm, ability to meet the scope of work, project approach and understanding, relevant experience and references and price. Staff found that Granicus, of San Francisco, was the highest ranked proposer.

Granicus, Inc., provides a comprehensive solution for creating, managing and distributing live and on-demand streaming media content. The Granicus system provides the most complete response to the City's webcasting and legislative management requirements plus supports and enhances public meeting communications. It was the only system that provides the capacity to word search archived meetings and have the selected link take the researcher to that specific point in any archived meeting. This saves the researcher from having to listen through a long report to get to the specific section related to their interest.

The total up front purchase price for Granicus equipment and services of \$5,725 includes the installation of the new Granicus Encoding Appliance and implementation of all necessary software specifically configured to the Granicus specifications. The monthly managed services fee of \$2,570 includes 24/7 technical and user support and system monitoring; lifetime software licensing and all software upgrades; unlimited bandwidth for live and on-demand content; and unlimited archiving of all City Council, Planning Commission, and BURA meetings, plus additional content. The FY 2014-15 cost for the managed services will be \$30,840.

Staff recommends an initial contract period of one year with the option to extend the contract for four additional one-year periods for the Managed Services.



**CITY OF BEAVERTON
PROPOSALS RECEIVED**

**AUDIO/VIDEO RECORDING AND LIVE STREAMING MEDIA
SOLUTIONS WITH ELECTRONIC LEGISLATIVE MANAGEMENT AND
ARCHIVING CAPACITY**

Solicitation #2872-14

Closing Date: 2:00 PM on May 7, 2014

Proposals Submitted:

- 1. Swagit Productions, LLC, Plano, TX**
- 2. Granicus, Inc., San Francisco, CA**

